

County of San Diego, Health and Human Services Agency (HHSA)
CalFresh Program Guide Letter

Filing An Application

Number

621

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Issue Date:

01/13/2016

Effective Date:

Upon Receipt

Purpose:

Provide instructions on the use of the SAWS 1 as a single signature application.

Background:

San Diego County accepts the SAWS 1 to begin the CalFresh application process and set the beginning date of aid. Previously, the customer was also required to submit a signed CF 285, SAWS 2 Plus or a signed signature from the CalWIN Statement of Facts.

Policy Change:

The County will accept the signature on the SAWS 1 as a single signature application. No other signature will be required on any additional application forms.

Summary of Changes:

Updated Section 63-103

Added Processing Guide # 103-01

Added Definitions and Examples for internal staff use

Impact/s:

Automation: No impact

Forms and Document Capture: No impact

Programs Affected: CalWORKs/ CalFresh/Medi-Cal

Quality Control: Quality Control will cite the appropriate error when the regulations cited in this program material have not been followed.

References:

All County Letter 15-84

Sunset Date:

This letter will be reviewed for continuance by 01/13/19.

Approval for Release:



1-13-16

RICK WANNE, Director
Eligibility Operations